## **Newport Public Library**

## **Library Advisory Committee Board Meeting via Zoom**

## 1/13/21

Present: Gretchen Havner, Evonne Mochon Collura, Karen Apland, Laura Kimberly, Michael Main (welcome to LAC Board, Michael!)

Meeting called to order by Gretchen at 5:17pm

## Evonne to record minutes

- 1. Approval of Minutes from BOTH 12/2/20 and 12/16/20
  - a. Motion: Karen first, Michael second. All in favor, none opposed.
- 2. Librarian Report, Laura expounded:
  - a. Getting busier! Take Out services accommodating about 250 people/week with up to 1,000 materials/week, always following covid-related safety protocols, receiving positive feedback and gratitude from patrons for providing services. Question posed – are there additional times (besides T/Th) to pick up materials? A: yes, library staff are available – perhaps call ahead or knock on the door and someone will help you.
  - b. Strategic Plan information gathering has begun, over 300 paper surveys sent out (bilingual) in addition to digital formats. Have received large number of replies with input from community. Survey deadline is Feb 6<sup>th</sup>.
  - c. *Topic Talk* today re: trauma information services went well, providing many ideas from other directors of rural libraries to increase resources for our community
  - d. Library roof is now leaking at a second point over the Children's area but materials have been secured to prevent further damage. Bidding process has started, but repairs will probably happen in late spring.
  - e. Fun and creativity preschool art (virtual), book bingo, partnership with police department for fingerprint kits that will help parents, partnership with Oregon Coast Aquarium for *Cultural Pass* to start March 1<sup>st</sup> and run for 1 year (Aquarium closed for month of January, reopening date TBD), mobile hotspot lending very popular so pursuing grant to provide laptops and help families, Teens' "Almost" party attended by 12 people today, *Book Talks* have interactive platform, *Staff Picks* online now and updated monthly, Catalog of Books streamlined to help Lily meet the interests of adult patrons.
  - f. Not as fun, but important TCB Security on site during Take Out hours due to some incidents and safety concerns such as illegal activity and mental health issues. Emergency services are quite busy and TCB's presence helps manage situations. They are increasing their property 'rounds' with 3 additional time slots, randomized (evening, midnight, early AM), on call M/W/F to dispatch

- security as well. Volunteers are deeply missed but 'paused' until our county reaches a Moderate Risk level.
- g. Oceanbooks update shows circulation numbers go up/down but we're also receiving about a third of our normal foot traffic.
- 3. Additional Representatives to join the Board (Student and working title LatinX) and hold voting positions discussion results:
  - a. Student position to be held by a high school student (renamed as *High School Student Representative*), application opportunity information provided to high school principals, teachers and Teen Advisory Group
  - b. To further goal of inclusivity, rename LatinX to Cultural Diversity Representative
  - c. Residence in Newport is <u>not</u> mandatory
  - d. This is a request to change an ordinance, process includes presentation at Jan 19<sup>th</sup> Council meeting, 30 days review, recruitment/interviews
  - e. Motion posed by Karen, supplemented by Gretchen and 2<sup>nd</sup> by Michael. All in favor, none opposed, motion passed.
- 4. Strategic Plan Progress building many spreadsheets! Examples:
  - a. Questions posed to students are different from those posed to general community, given their different perspectives
  - b. Community feedback to be shared via social media
  - c. SWOT analysis results from staff meeting (helps address budget needs, staffing changes, etc.)
  - d. Categories for feedback such as "History"
  - e. All working to draft the mission, vision and show strengths/weaknesses as we aim to meet public standards (have identified areas for improvement in technology, diversity, marketing/publicity)
  - f. Upcoming meetings include Feb 16 with Council, Feb 18 with staff/Darci, Feb 23 with stakeholders (insights from students/parents/LatinX/Council/District/Foundation/LAC Board) to frame plan that works in covid/post-covid contexts special thanks to Karen, Ellen and Michael for representing at this upcoming meeting, info packets going to them soon and we're looking forward to discussion results in March
- 5. Public Comment, email submissions none
- 6. Meeting adjourned at 5:50pm
- 7. Next regular Library Advisory Committee meeting is March 10, 2021 at 5:15 pm